

Attachment J-16

Data Requirements List (DRL)

JSC DATA REQUIREMENTS LIST (DRL)Page 1 of 16(See reverse for instructions)
Based on JSC-STD-123

a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0001	2. DRD Title Contract Work Breakdown Structure and Dictionary	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency Each CWBS update	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks			
1. Line item no. 0002	2. DRD Title Integrated Management Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks			
1. Line item no. 0003	2. DRD Title Risk Management Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Contract start + 15 calendar days			
1. Line item no. 0004	2. DRD Title Contract Configuration Management Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Contract award + 2 business days			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0005	2. DRD Title Phase-In Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency N/A	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Distribution per Contracting Officer's letter, plus: <ul style="list-style-type: none"> Initial – As specified in the Proposal instructions. Final – Contracting Officer, COTR, each Project Manager and User Applications Project Manager. 		9. Remarks			
1. Line item no. 0006	2. DRD Title Earned Value Measurement (EVM) Plan and Reports	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks <ul style="list-style-type: none"> EVM Plan: Initial - Contract award + 2 business days; Frequency - As req'd EVM Report: Initial - Close of the first period after approval of the Plan + 10 business days; Frequency - Due 15 business days after the close of each monthly period 			
1. Line item no. 0007	2. DRD Title Technical Metrics Plan and Reports	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks <ul style="list-style-type: none"> Tech Metrics Plan: Initial - Contract award + 2 business days; Frequency - As req'd Tech Metrics Report: Close of the first period after approval of the Plan + 10 calendar days; Frequency - Due third Thursday of each month 			
1. Line item no. 0008	2. DRD Title Government Property Management Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0009	2. DRD Title Small Business Subcontracting Plan and Reports	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Subcontracting Plan to be updated in accordance with FAR 19.702			
1. Line item no. 0010	2. DRD Title Information Technology (IT) Plan and Reports	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks • Plan: Initial – Contract award + 2 business days; Frequency – As required by MOD I/T Planning, Procedures, and Guidelines • Report Frequency – Per COTR TIRF			
1. Line item no. 0011	2. DRD Title Emergency Preparedness and Disaster Recovery Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency Annually	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Contract start + 15 calendar days Frequency – See DRD-FDOC-0011, Block 8, f. Submission			
1. Line item no. 0012	2. DRD Title Status Reports and Reviews	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial: End of the first reporting period after contract award Frequency: Due on the last day of the applicable period for Status Reports covering periods of time less than or equal to one week. Due 10 calendar days following close of the applicable period for all Status Reports covering periods of time greater than one week			

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1. Line item no. 0013	2. DRD Title Reprocurement Data Package	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency N/A	5. As-of-date	6. 1 st subm. date Once, at CO direction	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks			
1. Line item no. 0014	2. DRD Title Property Financial Reporting	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency N/A	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) <ul style="list-style-type: none"> The monthly reports shall be electronically submitted using the Contractor-Held Asset Tracking System (CHATS) (http://nasachats.gsfc.nasa.gov/) using the format described in the CHATS user's manual. NASA Form (NF) 1018 reports shall be submitted using the NF 1018 Electronic Submission System (NESS) (http://ness.gsfc.nasa.gov/). 		9. Remarks 21st day after the close of the month following contract start			
1. Line item no. 0015	2. DRD Title Customer Cost Reporting	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks *See DRD for Jan 2009 due date exception <ul style="list-style-type: none"> Baseline Report: Initial – 30 days prior to contract start; Frequency – Annually, as required by COTR letter Monthly Report: Initial – Synchronized with NF533M report; Frequency - Monthly; due no later than 10 business days following the close of the Contractor's monthly accounting period 			
1. Line item no. 0016	2. DRD Title NF533 M Cost Reporting	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks <ul style="list-style-type: none"> NF 533M: Initial - Within 30 business days of incurrence of cost; Frequency - not later than 10 business days following the close of the Contractor's monthly accounting period * See DRD for January 2009 due date exception.			

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1. Line item no. 0017	2. DRD Title Wage/Salary and Fringe Benefit Data	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (Continue on a blank sheet if needed) Per Contracting Officer's letter – <u>BH/Contracting Officer; BA/Contract Industrial Relations Officer.</u>		9. Remarks Initial – Contract start + 30 calendar days; Frequency – Annually, 90 calendar days prior to the anniversary date of the contract			
1. Line item no. 0018	2. DRD Title Fiscal Year (FY) Operating Plan and Planning, Programming, Budgeting, and Execution (PPBE)	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date As req'd per TIRF	7. Copies a. Type b. Number Per CO letter
	8. Distribution (Continue on a blank sheet if needed) Per Contracting Officer's letter.		9. Remarks			
1. Line item no. 0019	2. DRD Title Travel Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (Continue on a blank sheet if needed) Per Contracting Officer's letter.		9. Remarks Initial – Start of contract + 30 calendar days; Frequency – Annually, with DRD-0018, FY Op Plan.			
1. Line item no. 0020	2. DRD Title Workforce Reports	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (Continue on a blank sheet if needed) Per Contracting Officer's letter.		9. Remarks Initial – 10 business days after initial month end; Frequency – Monthly Workforce Report: Monthly, no later than the 10th day following the close of the accounting period; As Requested Workforce Report: As directed; With the FY Operating Plan and PPBE (reference DRD-FDOC-0022)			

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1. Line item no. 0021	2. DRD Title Safety and Health Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks			
1. Line item no. 0022	2. DRD Title Safety and Health Program Self-Evaluation	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency Annually	5. As-of-date	6. 1 st subm. date N/A	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks			
1. Line item no. 0023	2. DRD Title Monthly Safety and Health Metrics	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Contract start + 1 month; Frequency – Monthly by 10 th of month following month being reported			
1. Line item no. 0024	2. DRD Title System Safety Program Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Due at contract award + 2 business days			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0025	2. DRD Title Quality Plan and Reports	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Frequency – See DRD-FDOC-0025, Block 8, g. Submission			
1. Line item no. 0026	2. DRD Title Software Quality Assurance Plan and Reports	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Review as required, annually at a minimum. Reports due monthly			
1. Line item no. 0027	2. DRD Title Government Industry Database for Electronic Parts (GIDEP) and NASA Advisory Problem Data Sharing and Utilization Program Documentation and Reporting	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Contractor and sub tier implementation procedures (60 calendar days after contract award; Problem data assessments (30 calendar days after receipt of the problem data); Milestone/mission support (as required to support the milestone or mission events); Cost data (as required for special problems involving criminal investigations)			
1. Line item no. 0028	2. DRD Title Non-conformance Record Template	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Due at contract award + 2 business days			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0029	2. DRD Title Safety Lessons Learned	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date N/A	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks 30 calendar days after triggering event or 30 calendar days after mishap investigation or hazard analysis / evaluation is completed			
1. Line item no. 0030	2. DRD Title Contractor Security Management Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency Annually	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks			
1. Line item no. 0031	2. DRD Title Facility Security Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date Determined Annually	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Annually for Mission Critical Systems, all others as required			
1. Line item no. 0032	2. DRD Title Contractor Organizational Conflicts of Interest (OCI) Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Frequency – See DRD-FDOC-0032, Block 8, f. Submission			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0033	2. DRD Title Records Management Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – 90 calendar days after Authority to Proceed (ATP); Frequency – Reviewed annually, issued as required thereafter			
1. Line item no. 0034	2. DRD Title New Technology Reporting	3. Data type: <input type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input checked="" type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Within 2 months of disclosure			
1. Line item no. 0035	2. DRD Title Deficient Government Furnished Property (GFP) Report	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date As required	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks			
1. Line item no. 0036	2. DRD Title Space Shuttle Retirement Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency N/A	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Due September 30, 2009.			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0037	2. DRD Title Environmental and Energy Consuming Product Compliance Reports	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date 1/15/2009	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Sections I, II.a, III, and IV: Annually Section II.b: As required			
1. Line item no. 0038	2. DRD Title Reserved	3. Data type: <input type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency	5. As-of-date	6. 1 st subm. date	7. Copies a. Type b. Number
	8. Distribution (<i>Continue on a blank sheet if needed</i>)		9. Remarks			
1. Line item no. 0039	2. DRD Title Reserved	3. Data type: <input type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency	5. As-of-date	6. 1 st subm. date	7. Copies a. Type b. Number
	8. Distribution (<i>Continue on a blank sheet if needed</i>)		9. Remarks			
1. Line item no. 0040	2. DRD Title Certificate of Flight Readiness Endorsement	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – First Flight Readiness Review (FRR) after contract award; Frequency – Each FRR per Mission Operations Directorate (MOD) schedules			

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1. Line item no. 0041	2. DRD Title Integrated Planning System (IPS) Facility Operations Procedures <u>(DELETED)</u>	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency Annually	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (Continue on a blank sheet if needed) Per Contracting Officer's letter.		9. Remarks Initial – Start of contract + 60 calendar days			
1. Line item no. 0042	2. DRD Title Training and Certification Plan	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (Continue on a blank sheet if needed) Per Contracting Officer's letter.		9. Remarks Initial – Start of contract + 15 calendar days			
1. Line item no. 0043	2. DRD Title Change Control Process and Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (Continue on a blank sheet if needed) Per Contracting Officer's letter.		9. Remarks Frequency – As required due to organizational restructures or process improvement activities			
1. Line item no. 0044	2. DRD Title Configuration Management Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (Continue on a blank sheet if needed) Per Contracting Officer's letter.		9. Remarks			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0045	2. DRD Title Level A and B Requirements	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Starting October of each FY; Frequency – Updated yearly on the above schedule or as agreed to by the NASA Project Manager			
1. Line item no. 0046	2. DRD Title Interface Control Document & Interface Definition Document	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date As required	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks			
1. Line item no. 0047	2. DRD Title Systems Lifecycle Process	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Prior to August of each FY or as required for development projects; Frequency – Yearly with updates as required			
1. Line item no. 0048	2. DRD Title Equipment Replacement Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – July 8, 2009; Frequency – Yearly, by August 1 st			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0049	2. DRD Title RESERVED	3. Data type: <input type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number
	8. Distribution (<i>Continue on a blank sheet if needed</i>)		9. Remarks			
1. Line item no. 0050	2. DRD Title Facility Test and Verification Approach	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Due at contract award + 2 business days; Frequency – Review yearly for updates due to organizational or process changes			
1. Line item no. 0051	2. DRD Title Test and Verification Plans and Procedures	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input checked="" type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Initial – Draft, 5 business days prior to start of Dry Run; Frequency – For every release/delivery test activity			
1. Line item no. 0052	2. DRD Title Test and Verification Report	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input checked="" type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date N/A	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Frequency – For every release/delivery test activity			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0053	2. DRD Title Acceptance Review Package	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date N/A	7. Copies a. Type b. Number Per CO letter
8. Distribution <i>(Continue on a blank sheet if needed)</i> Per Contracting Officer's letter.			9. Remarks Frequency – Required for each modification delivery or independent delivery			
1. Line item no. 0054	2. DRD Title Design Review	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
8. Distribution <i>(Continue on a blank sheet if needed)</i> Per Contracting Officer's letter.			9. Remarks Initial – 1 week prior to final; Frequency – Required for all development and modification changes			
1. Line item no. 0055	2. DRD Title Design Specifications	3. Data type: <input type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input checked="" type="checkbox"/> (3) Submitted upon request	4. Frequency Annually	5. As-of-date	6. 1 st subm. date N/A	7. Copies a. Type b. Number Per CO letter
8. Distribution <i>(Continue on a blank sheet if needed)</i> Per Contracting Officer's letter.			9. Remarks - Due March 30 th of every year per MOD 79			
1. Line item no. 0056	2. DRD Title User Applications Strategic Plan (Deleted)	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
8. Distribution <i>(Continue on a blank sheet if needed)</i> Per Contracting Officer's letter.			9. Remarks Initial – At contract start + 210 calendar days; Frequency – Annually, as appropriate, and revised as necessary			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0057	2. DRD Title Software Standards, Development, and Configuration Management Plan	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date With Proposal	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Frequency – Review yearly for updates due to organizational or process changes			
1. Line item no. 0058	2. DRD Title Customer Satisfaction Survey and Reports	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) N/A.		9. Remarks This DRD is no longer required per FDOC Modification 88			
1. Line item no. 0059	2. DRD Title Software Development Folder	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date N/A	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks Frequency – As required for every release/delivery activity			
1. Line item no. 0060	2. DRD Title System Requirements Operations Concept <u>(Deleted)</u>	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
	8. Distribution (<i>Continue on a blank sheet if needed</i>) Per Contracting Officer's letter.		9. Remarks No Further Remarks Required			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0061	2. DRD Title Standard Operating Procedures	3. Data type: <input type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input checked="" type="checkbox"/> (3) Submitted upon request	4. Frequency Annually	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
8. Distribution <i>(Continue on a blank sheet if needed)</i> Per Contracting Officer's letter.			9. Remarks Initial – April 15, 2009.			
1. Line item no. 0062	2. DRD Title Software Documentation Delivery	3. Data type: <input type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input checked="" type="checkbox"/> (3) Submitted upon request	4. Frequency On NASA request	5. As-of-date	6. 1 st subm. date N/A	7. Copies a. Type b. Number Per CO letter
8. Distribution <i>(Continue on a blank sheet if needed)</i> Per Contracting Officer's letter.			9. Remarks			
1. Line item no. 0063	2. DRD Title Operations Strategic Plan for Multi-Facility Cost Reduction	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency See Remarks	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
8. Distribution <i>(Continue on a blank sheet if needed)</i> Per Contracting Officer's letter.			9. Remarks Initial – May 1, 2009; Frequency – Annually, as appropriate, and revised as necessary <u>No Further Updates Required</u>			
1. Line item no. 0064	2. DRD Title Software Production Facility User's Guide <u>(Deleted)</u>	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies a. Type b. Number Per CO letter
8. Distribution <i>(Continue on a blank sheet if needed)</i> Per Contracting Officer's letter.			9. Remarks Initial – Start of contract + 60 calendar days			

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a. Title of Contract, Project, SOW, etc. Facilities Development and Operations Contract (FDOC)			b. Contract/RFP No. NNJ09HD46C		c. DRL Date/Mod Date May 9, 2008	
1. Line item no. 0065	2. DRD Title Reports Required for Logistics	3. Data type: <input checked="" type="checkbox"/> (1) Written approval <input checked="" type="checkbox"/> (2) Mandatory Submittal <input type="checkbox"/> (3) Submitted upon request	4. Frequency As req'd	5. As-of-date	6. 1 st subm. date See Remarks	7. Copies Per CO Letter
	8. Distribution (Continue on a blank sheet if needed) Per Contracting Officer's letter.		9. Remarks See DRD.			